

अण्डमान तथा
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असाधारण

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DIRECTORATE OF CIVIL SUPPLIES & CONSUMER AFFAIRS
v. Meku rFkk fudkckj i' kkl u
Andaman and Nicobar Administration

NOTIFICATION

Port Blair dated the 20th October, 2010

No. 325/2010/F.No.SD/2-194/Estt/2001-09.— In exercise of the powers conferred by the proviso to Article 309 of the Constitution of India, read with the Govt. of India, Ministry of Home Affairs Notification No. 14-3/60-ANL, dated 11th April, 1960 and in supersession of the Andaman & Nicobar Administration's Notification No.147/66/F.No.28-4/57-Admn. dated 24th November, 1966, No.62/96/F.No.55-15/85-TR(PF) dated 10th May, 1996 & No.33/F.No.42-34(IV)/75-TR dated 31st March, 1999, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands, hereby makes the following Rules regulating the method of Recruitment to the Group 'C' posts of Head Weighman, Weighman, Manual Assistant & Regular Mazdoor borne on the Establishment of Directorate of Civil Supplies & Consumers Affairs of the Andaman and Nicobar Administration, namely :-

1. Short title and commencement :-

- These rules may be called the Andaman & Nicobar Administration (Head Weighman, Weighman, Manual Assistant & Regular Mazdoor) Recruitment Rules, 2010.
- They shall come into force on the date of their publication in the Official Gazette.

2. Number of posts, classification and scale of pay :-

The number of posts, their classifications and scale of pay attached thereto shall be as specified in paras 2 to 4 of the Schedule— I to IV annexed hereto.

3. Method of recruitment, age limit, qualification :-

The method of recruitment, age limit, qualifications and other matters relating to the said posts shall be as specified in paras 5 to 15 of the Schedules aforesaid.

4. Disqualification :-

No person —

- Who has entered into or contracted a marriage with a person having a spouse living, or
- Who is having a spouse living, has entered into or contracted a marriage with any person

shall be eligible for appointment to the said posts:

Provided that the Lieutenant Governor (Administrator), Andaman and Nicobar Islands may, if satisfied that such marriage is permissible under the personal law applicable to such person and the other party to the marriage and there are other grounds for so doing, exempt any person from the operation of this Rule.

5. Power to relax :-

Where the Lieutenant Governor (Administrator), Andaman and Nicobar Islands is of the opinion that it is necessary or expedient to do so, he may, by order and for the reason to be recorded in writing, relax any of the provisions of these rules with respect of any class or category of persons.

6. Saving :-

Nothing in these Rules shall affect reservation, relaxation of age limit and other concessions required to be provided for the candidates belonging to Scheduled Castes, Scheduled Tribes and other specified categories of persons in accordance with the orders issued by the Central Government from time to time in this regard.

(Lt. Gen. (Retd.) Bhopinder Singh) PVSM, AVSM
Lieutenant Governor,
Andaman and Nicobar Islands.

By order and in the name of the Lt. Governor,
Andaman & Nicobar Islands.

Sd./-
Director (CS & CA)
Directorate of Civil Supplies & Consumer Affairs
(F.No.SD/2-194/Estt/2001-09/2649)

SCHEDULE – I

RECRUITMENT RULES FOR THE POST OF HEAD WEIGHMAN
IN THE CIVIL SUPPLIES DEPARTMENT

1	Name of post	Head Weighman
2	No. of post	1 (one) 2010 (Subject to variation dependent on workload)
3	Classification	General Central Services Group 'C' Non- Gazetted, Non-Ministerial
4	Pay Band and Grade Pay / Pay Scale	PB-1 Rs. 5200-20200 + GP Rs.1800
5	Whether selection post or non-selection post	Not Applicable
6	Whether benefits of added years of service admissible under rule 30 of the CCS (Pension) Rules, 1972 ?	No
7	Age limit for direct recruits	Not Applicable
8	Educational and other qualifications prescribed for direct recruits	Not Applicable
9	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees ?	No
10	Period of probation, if any	Not Applicable
11	Method of recruitment, whether by direct recruitment or by promotion or by deputation/absorption and percentage of the vacancy to be filled by various methods	By transfer
12	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation /absorption are to be made	By transfer:- From amongst Weighman in the pay scale in PB-1 with GP Rs.1800 with 2 years regular service in the grade

13	If a DPC exists, what is its composition ?	Group 'C' DPC for confirmation consisting of :- 1. Director (CS & CA) - Chairman 2. Employment Officer, A&N Islands - Member 3. Dy. Director (CS&CA) - Member
14	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
15	Job description	Attached as Annexure to the Schedule- I

ANNEXURE TO SCHEDULE - I**JOB DESCRIPTION FOR THE POST OF HEAD WEIGHMAN**

1. To supervise the working of Weighman;
2. To assist the Store Keeper in receipt and issue of PDS items and to stock with Store properly;
3. To check the quantity of PDS items weighed by the Weighman are correct;
4. To be responsible for proper maintenance of the weigh bridge;
5. To attend to any other work which may be assigned to him by the higher officer.

SCHEDULE - II**RECRUITMENT RULES FOR THE POST OF WEIGHMAN
IN THE CIVIL SUPPLIES DEPARTMENT**

1	Name of post	Weighman
2	No. of post	24 (Twenty Four) 2010 (Subject to variation dependent on workload)
3	Classification	General Central Services Group 'C' Non- Gazetted, Non-Ministerial
4	Pay Band and Grade Pay / Pay Scale	PB-1 Rs. 5200-20200 + GP Rs.1800
5	Whether selection post or non-selection post	Not Applicable
6	Whether benefits of added years of service admissible under rule 30 of the CCS (Pension) Rules, 1972 ?	No
7	Age limit for direct recruits	18-33 years for male 18-38 years for female (Relaxable for Government Servants upto 5 years in accordance with the instructions / orders issued by the Central Government from time to time) Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates. In case of recruitment made through Employment Exchange, the limit shall be the last date up to which Employment Exchange is asked to submit the names

8	Educational and other qualifications prescribed for direct recruits	Essential:- Must possess Pass Certificate in Secondary School Examination (Xth Std.) from a recognized Board / Institution Desirable:- a) Having experience in Weighman and dealing in foodgrains and other consumer articles b) Knowledge of Hindi or English
9	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees ?	Not Applicable
10	Period of probation, if any	2 (Two) Years
11	Method of recruitment, whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancy to be filled by various methods	100 % Direct Recruitment
12	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation /absorption are to be made	Not Applicable
13	If a DPC exists, what is its composition ?	Group 'C' DPC for confirmation consisting of :- 1. Director (CS & CA) - Chairman 2. Employment Officer, A&N Islands - Member 3. Dy. Director (CS&CA) - Member
14	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
15	Job description	Attached as Annexure to the Schedule-II

ANNEXURE TO SCHEDULE - II**JOB DESCRIPTION FOR THE POST OF WEIGHMAN**

1. To operate and maintain the weigh bridge properly;
2. To weigh the PDS items correctly in the weigh bridge;
3. To be responsible to weigh the PDS items issued to the FPS correctly;
4. To be responsible to weigh the PDS items received from the FCI godown correctly;
5. Responsible for timely reporting of default, if any on the working of weigh bridge to the incharge concerned;
6. To attend such other work as may be assigned by the section officer or any higher officer.

SCHEDULE – III**RECRUITMENT RULES FOR THE POST OF MANUAL ASSISTANT
IN THE CIVIL SUPPLIES DEPARTMENT**

1	Name of post	Manual Assistant
2	No. of post	2 (Two) 2010 (Subject to variation dependent on workload)
3	Classification	General Central Services, Group 'C' Non- Gazetted, Non-Ministerial
4	Pay Band and Grade Pay / Pay Scale	PB-1 Rs.5200-20200 + GP Rs. 1800
5	Whether selection post or non-selection post	Not Applicable
6	Whether benefits of added years of service admissible under rule 30 of the CCS (Pension) Rules, 1972 ?	No
7	Age limit for direct recruits	18-33 years for male 18-38 years for female (Relaxable for Government Servants upto 5 years in accordance with the instructions / orders issued by the Central Government from time to time) Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates/name from Employment Exchange
8	Educational and other qualifications prescribed for direct recruits	Essential:- Must possess Pass Certificate in Secondary School Examination (Xth Std.) from a recognized Board / Institution Desirable:- Experience in Weighing Machine and other weight and measures
9	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees ?	Not Applicable
10	Period of probation, if any	2 (Two) Years
11	Method of recruitment, whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancy to be filled by various methods	100% by Direct Recruitment
12	In case of recruitment by promotion/deputation/absorption, grades from which promotion/deputation /absorption are to be made	Not Applicable
13	If a DPC exists, what is its composition ?	Group 'C' DPC for confirmation consisting of :- 1. Director (CS & CA) - Chairman 2. Employment Officer, A&N Islands - Member 3. Dy. Director (CS&CA) - Member
14	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
15	Job description	Attached as Annexure to the Schedule-III

ANNEXURE TO SCHEDULE - III**JOB DESCRIPTION FOR THE POST OF MANUAL ASSISTANT**

1. To be responsible for proper maintenance of Weighing Machine, other Weights and Measures;
2. To attend to any other work which may be assigned to him by the section incharge or any other higher officer.

SCHEDULE - IV**RECRUITMENT RULES FOR THE POST OF REGULAR MAZDOOR
IN THE CIVIL SUPPLIES DEPARTMENT**

1	Name of post	Regular Mazdoor
2	No. of post	107 (One Hundred Seven) 2010 (Subject to variation dependent on workload)
3	Classification	General Central Services, Group 'C', Non- Gazetted, Non-Ministerial
4	Pay Band and Grade Pay / Pay Scale	PB-1 Rs. 5200-20200 + GP Rs. 1800
5	Whether selection post or non-selection post	Not Applicable
6	Whether benefits of added years of service admissible under rule 30 of the CCS (Pension) Rules, 1972 ?	No
7	Age limit for direct recruits	18-33 years for male 18-38 years for female (Relaxable for Government Servants upto 5 years in accordance with the instructions / orders issued by the Central Government from time to time) Note:- The crucial date for determining the age limit shall be the closing date for receipt of applications from candidates/name from Employment Exchange
8	Educational and other qualifications prescribed for direct recruits	Must possess Pass Certificate in Secondary School Examination (Xth Std.) from a recognized Board / Institution
9.	Whether age and educational qualifications prescribed for direct recruits will apply in case of promotees ?	Not Applicable
10	Period of probation, if any	2 (Two) Years
11	Method of recruitment, whether by direct recruitment or by promotion or by deputation / absorption and percentage of the vacancy to be filled by various methods	100 % by Direct Recruitment
12	In case of recruitment by promotion/ deputation/absorption, grade from which promotion/deputation /absorption are to be made	Not Applicable
13	If a DPC exists, what is its composition ?	Group 'C' DPC for confirmation consisting of :- 1. Director (CS & CA) - Chairman 2. Employment Officer, A&N Islands - Member 3. Dy. Director(CS&CA) - Member
14	Circumstances in which UPSC is to be consulted in making recruitment	Not Applicable
15	Job description	Attached as Annexure to the Schedule - IV

ANNEXURE TO SCHEDULE - IV

JOB DESCRIPTION FOR THE POST OF REGULAR MAZDOOR

1. To be responsible for proper maintenance of Civil Supply Godowns;
2. Responsible to clean/sweep the godown and keep the surroundings of the godown neat & clean;
3. To be responsible to stock the PDS items with godown properly;
4. To be responsible for proper loading & unloading of PDS items for the truck;
5. To attend to any other works which may be assigned by the higher authority.